**Writing a Summary**

In order to begin to move toward building an argument, we are going to start with summarizing. Of course I do not want you to summarize an entire story when writing a persuasive essay, but reading and summarizing an article will help you to discern the most important information and write in a clear and concise manner. These aspects are important when crafting an argument.

In writing a summary, try to focus on the following qualities:

1. Writing a comprehensive summary—include all the important points in the article. You will need to decide which points are essential and which are not. Remember: The central ideas are not necessarily the ones that you deem most interesting.
2. Writing a concise summary—your summary should be significantly shorter than the article. In order to help with this, be precise, avoid repetition and omit minor details. Aim for 200-250 words.
3. Writing a coherent summary—your summary should flow smoothly and logically. It should not read like notes in a journal.
4. Writing an objective summary—your voice should be clear but objective. In other words, you are writing in your own words, but you are not providing analysis of the information. You are presenting the information from the article in an unbiased way; you are not including your opinion.

For our work today, I am asking that you read the article and then write an objective summary. Your summary should be one paragraph. Please pay particular attention to the above-listed qualities. Follow the format below to name your document and upload it to turnitin via Schoology when you are finished.

Summary Paragraph\_Last name

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| Summary is comprehensive—includes all key points from the article in a concise & precise mannerWriting flows smoothly & logicallyWriting is clear and objectiveMinimal mechanical errors that do not distract | Summary is fairly comprehensive—includes all most points from the article Summary could be more concise and/or preciseWriting flows fairly smoothly & logicallyWriting is clear and objective most of the timeContains a few distracting mechanical errors  | Summary includes some main points from the article but there are gapsSummary needs to be more concise and/or preciseWriting flows is sometimes choppy; may need help with organizing ideasWriting needs to be clearer and/or more objectiveSome mechanical errors that begin to distract from the meaning | Summary misses several main pointsSummary is too long/shortWriting is choppyWriting includes a strong bias/personal voiceSeveral mechanical errors that distract from the meaning |

Information adapted from *http://rwc.hunter.cuny.edu/reading-writing/on-line/summary.pdf*